**应聘登记表**

应聘职位名称：　 填表日期：

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| **个人资料** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名(中文) |  | | | | 姓名(英文) | | | | |  | | | | | | 性　别 | | | | |  | | | | | | 照片 | | |
| 出生日期 |  | | | | 籍 贯 | | | | |  | | | | | | 民　族 | | | | |  | | | | | |
| 技术职称 |  | | | | 最高学历 | | | | |  | | | | | | 所学专业 | | | | |  | | | | | |
| 身高（厘米） |  | | | | 体重（公斤） | | | | |  | | | | 血　型 | |  | | | | | 婚育情况 | | | | | |  | | |
| 目前居住地址  （邮寄地址） | (若有变更，需提前30日告知公司人力资源部) | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 户籍所在地址 |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 身份证号码 |  | | | | | | | | 电子邮件 | | | |  | | | | | | | 手　机 | | | | |  | | | | |
| **教育及培训情况**（请从大学开始填写） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 由　（年/月） | | | 至　（年/月） | | | | 学　校　名　称 | | | | | | | | | | | | 主修专业 | | | | | 学位 | | 证明人 | | | |
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| 由　（年/月） | | | 至　（年/月） | | | | 培　训　机　构 | | | | | | | | | | | | 课程名称 | | | | | | | 资格证书 | | | |
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| **语言及技能** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 语 言 | | | 阅　读 | | | | 会　话 | | | | 书　写 | | | | | 技　能 | | | | | | | 水平/证书 | | | | | | |
| 普通话 | | |  | | | |  | | | |  | | | | | 电脑操作 | | | | | | |  | | | | | | |
| 英　语 | | |  | | | |  | | | |  | | | | | 驾　驶 | | | | | | |  | | | | | | |
| 其　它 | | |  | | | |  | | | |  | | | | | 其　它 | | | | | | |  | | | | | | |
| **家庭成员**（包括父母及个人家庭 ） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 姓　　名 | | | 关　　系 | | | | 年　龄 | | | | 工　作　单　位 | | | | | | | | | | | | | | | 职　务 | | | |
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| **工作经历**（请由最近的工作经历开始填写） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 由(年/月)至(年/月) | | 公司名称 | | | | | | 职位 | | | | 月收入(税前) | | | | | 离职原因 | | | | | 证明人 | | | | | | 联系电话 | |
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| **其它资料** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 目前年收入及结构（税前）： | | | | | | | | | | | | 期望月工资（税前）： | | | | | | | | | | | | | | | | | |
| 可到职日期： | | | | | | | | | | | | 兴趣爱好： | | | | | | | | | | | | | | | | | |
| 自我评价： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 您有无在建工集团任职之亲友? 　　姓名 　关系 　 职位 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 是否得过重大传染性疾病？ | | | |  | | 是否有刑事犯罪记录？ | | | | | | | | |  | | | 是否有因公受伤记录？ | | | | | | | | | | |  |
| 您是如何得知此职位招聘信息的？　□招聘网站 □现场招聘 □内部推荐 □公司官网 □其它：\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 您为什么会选择我们公司的这个职位？ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 遇到紧急情况时的联系人： 姓名 关系 地址 　　 　　 联系电话 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **应聘者声明** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 本人谨此授权公司查询有关本人之资料，并同意不对任何人士、公司或机构因透露资料而起诉。本人同时表明此申请书内所有资料属实；如有虚报之处，可作为立即开除之理由。本人完全了解上述宣言的含义，依据以上内容，本人申请受雇于贵公司，并同意在受雇前接受体检。  签名： 日期： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **公司承诺** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 我公司坚守职业道德，对于您以上所有信息均按有关规定做保密处理。 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **以下由人力资源部填写** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 以往资历调查： 调查人： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 体检： 填写人： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |